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- San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
•San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies
-

AGENDA

Board of Directors Meeting

April 7, 2010

Start Time: 9:30 a.m.

LOCATION

**San Bernardino Associated Governments
Santa Fe Depot - SANBAG Lobby 1st Floor
1170 W. 3rd Street, San Bernardino, CA**

Board of Directors

President

Paul Eaton, Mayor
City of Montclair

Vice-President

Brad Mitzelfelt, Supervisor
County of San Bernardino

Charley Glasper, Mayor
City of Adelanto

Rick Roelle, Mayor
Town of Apple Valley

Julie McIntyre, Mayor Pro Tem
City of Barstow

Bill Jahn, Mayor Pro Tem
City of Big Bear Lake

Dennis Yates, Mayor
City of Chino

Ed Graham, Vice Mayor
City of Chino Hills

Kelly Chastain, Mayor
City of Colton

Mark Nuaimi, Mayor
City of Fontana

Bea Cortes, Council Member
City of Grand Terrace

Mike Leonard, Council Member
City of Hesperia

Larry McCallon, Council Member
City of Highland

Rhodes "Dusty" Rigsby, Mayor Pro Tem
City of Loma Linda

Jeff Williams, Mayor
City of Needles

Alan Wapner, Council Member
City of Ontario

Diane Williams, Council Member
City of Rancho Cucamonga

Patricia Gilbreath, Mayor
City of Redlands

Ed Scott, Council Member
City of Rialto

Patrick Morris, Mayor
City of San Bernardino

Jim Harris, Mayor Pro Tem
City of Twentynine Palms

John Pomierski, Mayor
City of Upland

Ryan McEachron, Council Member
City of Victorville

Richard Riddell, Mayor
City of Yucaipa

William Neeb, Council Member
Town of Yucca Valley

Gary Ovitt, Supervisor
County of San Bernardino

Paul Biane, Supervisor
County of San Bernardino

Neil Derry, Supervisor
County of San Bernardino

Josie Gonzales, Supervisor
County of San Bernardino

Ray Wolfe, Caltrans
Ex-Officio Member

Deborah Robinson Barmack
Executive Director

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

***As a Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

Board of Directors

April 7, 2010

9:30 a.m.

Location:

**San Bernardino Associated Governments
Santa Fe Depot
SANBAG Lobby, 1st Floor
1170 W. 3rd Street, San Bernardino**

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional meeting procedures and agenda explanations are attached to the end of this agenda.

Call to Order - 9:30 a.m. by Mayor Paul Eaton

- I. Pledge of Allegiance
- II. Attendance
- III. Announcements:
 - Calendar of Events (Pg. 14)
- IV. Agenda Notices/Modifications – Vicki Watson

**1. Possible Conflict of Interest Issues for the Board Meeting of Pg. 15
April 7, 2010**

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Notes/Actions:

Consent Calendar

Items listed on the Consent Calendar are expected to be routine and non-controversial. These items have been discussed at SANBAG Policy Committee meetings and made available for public review as noted in the agenda. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Member Request. Items pulled from the consent calendar will be brought up under Agenda Item 28.

Administrative Matters

2. **Board of Directors Attendance Roster** Pg. 16
3. **February 2010 Procurement Report** Pg. 20
Receive Monthly Procurement Report. **William Stawarski**
This item was reviewed and received by the Administrative Committee on March 10, 2010.
4. **Vavrinek, Trine, Day & Co. Contract Amendment No. 1 for Auditing Services** Pg. 22
Approve Amendment No. 1 to Contract No. 07-181 with the firm of Vavrinek, Trine, Day, & Co; to extend the term of the contract until June 30, 2011, and to increase the contract amount by \$94,501 for a new contract total amount of \$341,846. **William Stawarski**
This item was reviewed by the Administrative Committee on March 10, 2010 and unanimously recommended for approval. SANBAG Counsel has approved contract as to form.
5. **Amend Policy 10122-3 - Deferred Compensation Plan by Participating in the County of San Bernardino's 401(a) plan** Pg. 27
Amend Policy 10122-3 - Deferred Compensation Plan by authorizing SANBAG to participate in the County of San Bernardino's 401(a) Plan and designating 401(a) Plan accounts as the destination for all SANBAG matches to eligible employees' deferrals. **Duane Baker**
This item was reviewed and unanimously recommended for approval by the Administrative Committee on March 10, 2010.

Regional & Quality of Life Programs

6. **Amendment No. 3 to Contract No. 07-001 with Professional Communications Network (PCN) for call answering center (CAC) services for both San Bernardino and Riverside County call box programs** Pg. 30
Approve Amendment No. 3 to Agreement No. 07-001 with PCN, to extend the contract through June 30, 2011, at a cost of \$105,000, for a new not-to-exceed total of \$520,913. **Marla Modell**
This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on March 17, 2010. SAFE Counsel has approved this contract as to form.

Consent Calendar Continued....**Regional & Quality of Life Programs (Cont.)**

7. **Amendment No. 6 to a reimbursement contract with the Riverside County Transportation Commission (RCTC) for call answering center (CAC) services** Pg. 36

Approve Amendment No. 6 to Contract No. 02-006 with RCTC for reimbursement of revenue for their share of the call box CAC services, extending the contract for one additional year through June 30, 2011. The additional one-year reimbursement is estimated to be \$40,343, with a total new reimbursement agreement not-to-exceed \$993,010. **Marla Modell**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on March 17, 2010. SAFE Counsel has approved this contract as to form.

8. **High Occupancy Vehicle (HOV) Lane Access** Pg. 42

1. Approve a change in direction for the Interstate (I) 215 HOV lane, whereby the soon to be completed two mile segment will be striped as continuous access;

2. Prior to the I 215 HOV lane striping as continuous access, Caltrans will provide to SANBAG the following written documentation:

- a. Federal Highway Administration (FHWA) approval that the I 215 HOV lanes may be changed from limited to continuous access;
- b. With Caltrans staff support and as the lead agency, Caltrans will seek FHWA approval of the existing I 215 environmental document changing the HOV lane from limited to continuous access;
- c. SANBAG is not financially responsible for reimbursement to FHWA for the implementation of continuous access on this segment; and
- d. SANBAG is not financially responsible should there be a future change from continuous access back to limited access; and

3. Request from Caltrans written notification as to when a HOV Statewide policy will be approved and implemented. **Michelle Kirkhoff**

This item was reviewed and approved by the Major Projects Committee on March 11, 2010.

Consent Calendar Continued....

Subregional Transportation Planning & Programming

9. Congestion Management Program Cost Allocation

Pg. 63

1. Approve the cost allocation schedule for the Congestion Management Program (CMP) for 2008/2009 included in Attachment 1; and
2. Approve invoicing of Mountain/Desert jurisdictions.

Duane Baker

This item was reviewed and unanimously recommended for approval by the Mountain/Desert Committee on March 26, 2010.

Project Development

10. Termination of agreements on the Valley Boulevard/BNSF Grade Separation project in the City of Colton

Pg. 70

1. Approve Termination for Convenience on Cooperative Agreement C08161 between SANBAG and the City of Colton for the preparation of Project Approval and Environmental Documents and design of the Valley Blvd./BNSF Grade Separation Project.
2. Approve Termination for Convenience on Contract C08135 between SANBAG and URS Corporation DBA, URS Corporation Americas for Project Approval and Environmental Documentation Services for the Valley Blvd./BNSF Grade Separation Project in the City of Colton. **Garry Cohoe**

This item was reviewed and unanimously recommend for approval by the Major Projects Committee on March 11, 2010. SANBAG Counsel has reviewed this item.

11. State Route 210 (SR-210) Landscaping for Segments 1-4

Pg. 72

1. Approve Amendment No. 1 to Purchase Order No. P08207 with the City of Upland in the amount of \$235,000 for irrigation water for SR-210 Landscaping Segments 1 and 2.
2. Approve Amendment No. 1 to Purchase Order No. P10043 with Cucamonga Valley Water District in the amount of \$300,000 for irrigation water for SR-210 Landscaping Segments 3 and 4. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on March 11, 2010.

Consent Calendar Continued....**Project Development (Cont.)****12. San Bernardino Valley Coordinated Traffic Signal System Tiers 3 and 4 Pg. 76**

1. Ratify the Major Projects Committee's approval at the March 10, 2010 meeting to release a Request for Qualifications (RFQ) for construction management services (Contract C10202) prior to the April 2010 Board of Directors meeting.

2. Approve the final Plans, Specifications and Estimates (PS&E) for the San Bernardino Valley Coordinated Traffic Signal System Tier 3 and 4 project that provides traffic signal coordination along regionally significant arterial corridors within San Bernardino Valley.

3. Authorize staff to advertise Contract No. C10198 and receive bids for construction of the San Bernardino Valley Coordinated Traffic Signal System Tier 3 and 4 project. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on March 11, 2010.

13. Amendment No. 1 to Cooperative Agreement C08139 (Caltrans agreement 08-1383) with the California Department of Transportation (Caltrans) for Project Approval and Environmental Document (PA&ED) phase of the I-15/I-215 Devore Interchange Improvements Project Pg. 96

Approve Amendment No. 1 to Cooperative Agreement C08139 (Caltrans agreement 08-1383) with Caltrans to change the lead agency for the Project Approval and Environmental Document (PA&ED) phase of the I-215 Devore Interchange Improvements Project from SANBAG to Caltrans District 8 in the amount of \$195,000.00. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on March 11, 2010. SANBAG Counsel has reviewed this agreement as to form.

14. Right of Way Cooperative Agreements with the County of San Bernardino and the City of Fontana for the Interstate-10/Citrus Avenue Interchange Project Pg. 118

Approve Right of Way Cooperative Agreement C10192 with the City of Fontana and the County of San Bernardino for the I-10/Citrus Avenue Interchange Right of Way Capital and Support costs for a contribution amount not to exceed \$2,019,000. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on February 11, 2010. SANBAG Counsel has reviewed and approved the agreement as to form.

Consent Calendar Continued....

Transit/Commuter Rail

- 15. Allocation of Proposition 1B FY 2009/2010 California Transit Security Grant Program – Transit System Safety, Security and Disaster Response Account (TSSDRA) Government Code (GC) 8879.58(a)(2) – Population Funds** Pg. 130

Adopt Resolution 10-008 allocating Proposition 1B TSSDRA Government Code 8879.58(A)(2) – Population Funds Totaling \$1,597,771 to the following lead Project Sponsors:

- | | |
|---|-------------|
| a. Morongo Basin Transit Authority - | \$ 62,877 |
| b. Mountain Area Regional Transit Authority - | \$101,397 |
| c. Omnitrans - | \$1,189,746 |
| d. Needles Area Transit - \$ | 7,608 |
| e. Victor Valley Transit Authority - | \$236,143 |

Beth Kranda

This item was reviewed by the Commuter Rail and Transit Committee on March 17, 2010 and unanimously recommended for approval.

- 16. Request for Proposal (RFP) C10209 Transit and Specialized Transportation, Planning Services** Pg. 135

Authorize staff to release a Request for Proposal (RFP) C10209 for Consulting Services for SANBAG Transit and Specialized Transportation Planning Services. **Beth Kranda**

This item was reviewed by the Commuter Rail and Transit Committee on March 17, 2010 and unanimously recommended for approval.

Transportation Programs & Fund Administration

- 17. Fiscal Year 2010/2011 Regional Transportation Improvement Program (RTIP) Resolution of Fiscal Constraint** Pg. 138

1. Adopt the Fiscal Year 2010/2011 County Transportation Improvement Program; and
2. Approve Resolution No. 10-007 certifying the Fiscal Year 2010/2011 RTIP is financially constrained.

Ty Schuiling

This item was reviewed and unanimously recommended for approval by Plans and Programs Policy Committee on March 17, 2010.

Consent Calendar Continued....**Transportation Programs & Fund Administration (Cont.)**

18. **Allocation of Congestion Mitigation Air Quality (CMAQ) funds and Surface Transportation Program (STP) funds to priority projects to protect SANBAG's federal Obligation Authority (OA) and apportionments available for FY 09/10** Pg. 142

A) The I-10 Westbound Lane Addition project in the amount of \$11,500,000 in STP funds in Fiscal Year 2009/2010.

B) The I-215 Bi-county HOV Gap Closure project in the amount of \$11,000,000 in CMAQ funds in Fiscal Year 2009/2010.

C) The I-215/I-15 Devore Interchange project in the amount of \$8,800,000 in STP funds in Fiscal Year 2009/2010.

D) The Palm Avenue Grade Separation project in the amount of \$4,300,000 in CMAQ funds in Fiscal Year 2009/2010.

E) The Hunts Lane Grade Separation project in the amount of \$6,590,000 in CMAQ funds in Fiscal Year 2009/2010.

F) The SR-210 Landscape project in the amount of \$5,000,000 in STP funds in Fiscal Year 2009/2010. **Ty Schuiling**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on March 17, 2010.

19. **Programming of Transportation Enhancement (TE) Funds from Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)** Pg. 145

1) Allocate \$1.77 million of SAFETEA-LU Transportation Enhancement funds savings from I-215 Segment 1 & 2 landscaping and program \$445,000 from FY 2009/10 SAFETEA-LU Transportation Enhancement funds for SR-210 Segment 8 landscaping.

2) Allocate \$2.5 million of SAFETEA-LU Transportation Enhancement funds in Fiscal Year 2010/11 for SR-210 Segment 9 landscaping.

3) Program \$2.35 million of SAFETEA-LU Transportation Enhancement funds in Fiscal Year 2009/10 for Pacific Electric Trail Phases 3B and 4 in the City of Fontana.

4) Program \$551,000 of SAFETEA-LU Transportation Enhancement funds in Fiscal Year 2009/10 for Mission Blvd (Phase 9) landscape project in the City of Montclair. **Ty Schuiling**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on March 17, and the Mountain/Desert Committee on March 26, 2010. However, the item was updated based on subsequent discussion with the City of Montclair and Caltrans.

DISCUSSION ITEMS

Regional & Quality of Life Programs

20. **2009 San Bernardino Freeway Service Patrol (FSP) Driver Recognition Awards** Pg. 148

Receive information on the 2009 San Bernardino FSP Program Top Driver and Drivers of Excellence Awards. **Kelly Lynn**

This item has not had prior Policy Committee review.

21. **Update on Desert Xpress High Speed Rail Project** Pg. 150

Receive presentation from Andrew Mack, Desert Xpress Vice President on the status of this high speed rail project from Las Vegas to Victorville. **Duane Baker**

This item has not received previous policy committee review.

Program Support/Council of Govts.

22. **Notice of Presidential Appointment to Southern California Association of Governments (SCAG) Policy Committees and the Alameda Corridor-East Construction Authority** Pg. 151

Note the following SANBAG Presidential appointments:

1. Hesperia City Council Member Mike Leonard to fill a vacancy on the SCAG Community, Economic, and Human Development Committee
2. Chino Hills Vice Mayor Ed Graham to fill a vacancy on the SCAG Transportation and Communications Committee.
3. Needles Mayor Jeff Williams to fill a vacancy on the SCAG Energy and Environment Committee.
4. Barstow Mayor Pro Tem Julie McIntyre to fill a vacancy as the alternate ex officio member of the Alameda Corridor – East Construction Authority. **Duane Baker**

This item has not received prior policy committee review.

23. **SCAG District 8 Regional Council Representative** Pg. 153

Approve waiver of Policy 10004, Section IV B and declare Deborah Robertson, City of Rialto, the SCAG District 8 Regional Council Representative. **Duane Baker**

This item has not received previous policy committee review.

Discussion Items Continued....

Regional & Quality of Life Programs (Cont.)

24. Update on the Implementation of Inland Empire 511 Pg. 155

Receive Report and Provide Direction. **Michelle Kirkhoff**

This item and presentation did not receive prior Policy Committee Review.

25. SANBAG Alternative Fuel Project Pg. 157

Approve selection of Ryder Systems, Inc., as the substitute fleet for the SANBAG Alternative Fuel Project, and direct staff to provide necessary documentation to the Department of Energy (DOE) and the California Energy Commission (CEC) to approve the selection.
Michelle Kirkhoff

This item has not had prior Policy Committee review.

Project Development

26. Hunts Lane Railroad Grade Separation – Hearing to Consider Resolutions of Necessity Pg. 161

1. Acting as the County Transportation Commission, the SANBAG Board will re-open the public hearing that was continued to this date from the prior Board meeting on December 2, 2009 and January 6, 2010, to consider condemnation of real property required for the Hunts Lane Grade Separation project in the City of San Bernardino and the City of Colton.

2. Adopt Resolutions of Necessity (Resolution No. 10-006) authorizing condemnation of real property declaring the following: (2/3rd majority vote required for recommendation item 2)

a The public interest and necessity require the project described in the proposed Resolution of Necessity.

b. The project is planned and/or located in the manner that will be most compatible with the greatest public good and the least private injury.

c. The property to be acquired is necessary for the project.

d. An offer required by Section 7267.2 of the Government Code has been made to the owner of record. **Garry Cohoe**

This item was reviewed by the Major Projects Committee on November 12, 2009, December 10, 2009, and March 11 and at the December 2, 2009 and January 6, 2010 SANBAG Board meetings. This item has been reviewed by SANBAG Legal Counsel.

Discussion Items Continued....

Project Development (Cont.)

27. Construction Contribution Agreement R10187 for the Interstate 10 (I-10) Westbound Lane Addition Project Pg. 184

Approve Construction Contribution Cooperative Agreement R10187 with Caltrans to incorporate ramp metering at the Yucaipa Boulevard on-ramp into the I-10 Westbound Lane Additional Project in the Cities of Yucaipa and Redlands utilizing a contribution of up to \$1 million in State Highway Operations and Protection Program (SHOPP) funding from Caltrans. **Garry Cohoe**

This item was reviewed and recommended for approval by the Major Project Committee on February 11, 2010. SANBAG Counsel has reviewed and approved the agreement as to form.

Other Matters

28. Consent Calendar Items Pulled for Discussion

Items pulled from the consent calendar shall be taken under this item in the order they were presented on the calendar.

Comments from Board Members

Brief Comments from Board of Directors

Public Comment

Brief Comments by the General Public

ADJOURNMENT

Additional Information

Agency Reports/Committee Memberships

Commuter Rail Report	Pg. 199
Mayor Pro Tem Patricia Gilbreath	
South Coast Air Quality Management Report	Pg. 202
Mayor Dennis Yates	
Mobile Source Air Pollution Reduction Review Committee (MSRC)	Pg. 204
Council Member Gwenn Norton-Perry	

SCAG Committees

Pg. 208

SCAG Regional Council

SCAG Policy Committees

Community, Economic and Human Development

Energy and Environment

Transportation and Communications

SANBAG Policy Committees

Pg. 209

Acronym List

Pg. 212

Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the SANBAG Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

**SANBAG General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.

The Vote as specified in the SANBAG Bylaws.

- Each member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Board/Committee Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.



Important Things to Know for...

April 2010

SANBAG Meetings – Cancelled:

None

SANBAG Meetings – Scheduled:

Administrative Committee	April 14	9 a.m.	The Super Chief
Major Projects Committee	April 15	9 a.m.	The Super Chief
Mountain/Desert Committee	April 16	9 a.m.	Town of Apple Valley
Plans and Programs Committee	April 21	12 noon	The Super Chief

Other Meetings/Events: None

Railroad Days & City of San Bernardino Bicentennial	May 8-9	Saturday: 10a.m-5p.m Sunday: 10 a.m.-4 p.m.	Santa Fe Depot
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For additional information, please call SANBAG at (909) 884-8276